

# COMMONWEALTH OF VIRGINIA

## INTERDEPARTMENTAL REGULATION OF CHILDREN'S RESIDENTIAL FACILITIES

### RENEWAL APPLICATION FOR A FACILITY HOLDING A CONDITIONAL LICENSE/CERTIFICATE

Application is hereby made<sup>1</sup> to continue operation of a residential facility for children pursuant to provisions of the *Code of Virginia*.

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#### I. IDENTIFYING DATA

Facility's

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

#### II. OPERATIONAL STATUS

During the licensure/certification period, have there been any changes in the philosophy and objectives, target population, programs and services, policies and procedures, or other phase(s) of facility operation?

There have been no changes.

[  ]

A copy or description of all changes is attached.

[  ]

#### III. CERTIFICATIONS

In making this application, I certify that:

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<sup>1</sup> A completed application for a renewal of conditional licensure/certification should be submitted 30 days prior to expiration of the conditional license/certificate.

1. I am in receipt of and have read a copy of the **Standards for Interdepartmental Regulation of Children's Residential Facilities** and all applicable certification standards.
2. It is my intent: (a) to comply with applicable statutes and the aforementioned **Interdepartmental Standards** and certification standards, and (b) to maintain compliance with them.
3. I understand that representatives of the Departments of Education; Juvenile Justice; Mental Health, Mental Retardation and Substance Abuse Services; and Social Services are authorized to investigate all aspects of facility operation, to inspect the facility, and to make any investigations necessary concerning the circumstances surrounding this application. I understand that if the facility is licensed/certified, the departments' representatives will make announced and unannounced visits to determine continuing compliance.
4. I understand that, in the event this application is denied, I have appeal rights as provided by the Administrative Process Act, § 9-6.14:1 et. seq. of the *Code of Virginia*.
5. To the best of my knowledge and belief, all information related to this application is accurate and complete. Additional information will be supplied as requested during investigation of this application and all subsequent investigations.

\_\_\_\_\_  
(Signature)<sup>2</sup>

\_\_\_\_\_  
(Position)

\_\_\_\_\_  
(Name Printed)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
<sup>2</sup> A renewal application shall be signed by the facility's director/chief administrative officer or board president. A renewal application for a facility operated by a governmental organization may be signed by the person employed by the organization to manage the facility.